

# The Village of Northfield

## REGULAR COUNCIL MEETING

January 8, 2020

The meeting was called to order by Mayor Nehez at 7:30 p.m., and the Pledge of Allegiance was led by Mayor Nehez.

The **ROLL CALL** was read Ms. Potvin. The following officials were present: Councilpersons Nick Magistrelli, Jenn Domzalski, Alan Hipps, Renell Noack, Gary Vojtush, and Keith Czerr. Also present for the meeting were Law Director Brad Bryan, Police Chief John Zolgus, Finance Director/Clerk of Council Jennifer Potvin, Engineer Rich Wasosky, and Fire Captain Joe Zemek.

**APPROVAL OF MINUTES:** A motion to approve the Minutes from the December 23, 2019 Council Meeting was made by Ms. Noack and seconded by Mr. Hipps. All were in favor of approval, with the exception of Mr. Vojtush, who abstained. None were opposed. The December 23, 2019 Minutes were approved.

**PRESENTATION OF PETITIONS, MEMORIALS, AND REMONSTRANCES:** None.

### **REPORTS OF MUNICIPAL OFFICERS:**

**Mayor Jesse Nehez** – Mayor Nehez mentioned the department heads are currently working on their budgets. Ms. Potvin is working on closing out the 2019 year. Ms. Potvin will be out of town next week, and Shannon Conway will be in charge of the Finance Department in Ms. Potvin's absence.

**Finance Director, Jennifer Potvin** – Ms. Potvin stated she is working on closing out last year.

**Engineer, Rich Wasosky** – Mr. Wasosky stated he spoke with the signal contractor for the Houghton Road Signal Project and was told we might receive the signal poles in Mid-January.

Mr. Wasosky is working with Summit Soil & Water on the final plan review for the Dollar General development. He mentioned Summit Soil & Water hopes to have its comments ready for review at the January 15 Planning Commission Meeting. Mr. Wasosky is sending the proposed long term maintenance agreement tomorrow. Both the owner of Dollar General and the Village will need to sign the agreement. Mr. Wasosky stated there are 4 additional variances that need to be approved in connection with the development at the Planning Commission Meeting.

Mr. Wasosky mentioned every year the Village enters into an agreement with Tinker's Creek Watershed Partners. In the past, the fee charged to the Village has been \$500. Mr. Wasosky stated they want to charge \$1,000 starting with this year.

Mr. Wasosky discussed another standard agreement the Village has executed during the past few years, which is an understanding between the Northeast Ohio Regional Sewer District, the Village, and Summit County Soil & Water. Entering into the agreement is mandatory in order to belong to the Summit County Stormwater Program. The Village pays Summit Soil & Water \$4,755, and a few months later, the Village gets reimbursed from NEORSD for the full amount paid to Summit Soil & Water. The agreement will need to be signed by the Mayor, Finance Director, and Law Director.

Mr. Vojtush requested that Council each receive a copy of the MS4 report.

Mr. Czerr stated a resident he spoke with who lives off of Houghton Road has trees sinking and dying in the back of his yard. Mr. Czerr stated the resident spoke with the Army Corps of Engineers about the issue and stated Mr. Wasosky had spoken with the Corps about the issue as well. Mr. Wasosky stated he was unfamiliar with the issue and had not spoken with the resident or the Army Corps regarding the matter. Mr. Wasosky commented he receives rainfall records daily, and the frequency of storms, peak events, and droughts are increasing. Mr. Wasosky stated the Houghton Road Project has helped with erosion and stormwater runoff and is not causing any new problems to residents' properties in the area. Mr. Hipps asked if the Village has any responsibility for tree issues on the resident's private property, and Mr. Wasosky and Mr. Bryan stated it is not an issue for which the Village is responsible. Mr. Wasosky advised Mr. Czerr it is very unlikely that the Army Corps will spend money to fix the resident's property issue.

**Law Director, Brad Bryan** – Mr. Bryan stated he reviewed correspondence from R.I.T.A. inquiring whether the Village wants to join R.I.T.A.'s legal collection program. Mr. Bryan mentioned the unpaid municipal income tax balance is substantial. He will wait to hear back from R.I.T.A. regarding the costs of the program before making a recommendation as to whether it is prudent for the Village to have R.I.T.A. collect the unpaid taxes through court actions and what parameters can be placed on the program by the Village.

#### **DEPARTMENT HEADS:**

**Police Department, Chief John Zolcus** – Report attached.

**Fire Department, Captain Joe Zemek** – No report.

**Service Dept., Jason Walters**– Mr. Walters will be at the next Regular Council Meeting.

#### **REPORTS OF THE MUNICIPAL BOARDS AND COMMISSIONS:**

**Planning Commission, Mr. Hipps** – Mr. Hipps confirmed a Planning Commission Meeting is scheduled for January 15, 2020 at 7:30 p.m. to consider the Zaremba Group/Dollar General final plans and request for additional variances. Mr. Hipps requested that the Planning Commission members each receive an 11x17 copy of the final plans to review before the meeting.

Mr. Bryan stated the Planning Commission Meeting Agenda is ready and will be sent out tomorrow, January 9, 2020.

**Recreation Board, Mayor Nehez** – Mayor Nehez stated the next meeting will be held on February 5, 2020, at 6:30 p.m. in the Village Hall Council Chambers.

Mayor Nehez stated Council needs to elect someone to fill the Village's seat on the Cemetery Board. He stated the Board does not meet on a set schedule and many of the meetings take place during the day. As a result, he stated he would accept the appointment if no one else wanted it.

A motion to appoint Mayor Nehez to the Cemetery Board was made by Mr. Vojtush and seconded by Ms. Domzalski. All were in favor; none were opposed. The motion was approved.

#### **REPORTS OF THE STANDING COMMITTEES:**

**Finance Committee, Mr. Magistrelli** – Mr. Magistrelli stated the Standing Committee appointments will be announced at the next Council Meeting, January 22, 2020. The next Finance Meeting will be on January 22<sup>nd</sup> at 6:30 p.m. in the Village Hall Council Chambers.

**Roads/Public Works, Ms. Domzalski** – Ms. Domzalski stated she is working with Mr. Walters on the preliminary budget for the department, and they should be finished soon.

**Health and Welfare, Mr. Czerr** – No report.

**Wages and Working Conditions, Mr. Vojtush** – No report.

**Fire and Safety, Ms. Noack** – Ms. Noack stated she met with Chief Zolcus to go over his preliminary budget. They are working on a 5 year plan. She will meet with Chief Buss soon. He is currently working on getting his preliminary budget together for review.

**Buildings and Grounds, Mr. Hipps** – No report.

#### **LEGISLATION:**

**2020-01 – An Emergency Ordinance Amending Section 238.15 of the Codified Ordinances Relating to the Position of Finance Assistant (First Reading)** A motion to suspend the three reading rule was made by Ms. Domzalski and seconded by Mr. Magistrelli. All were in favor; none were opposed. The motion was adopted. A motion for passage was made by Mr. Vojtush and seconded by Mr. Hipps. All were in favor; none were opposed. The Ordinance was adopted.

**2020-02 – An Emergency Resolution Confirming the Mayor’s Appointment of Shannon Conway as Finance Assistant (Full-Time) (First Reading)** A motion to suspend the three reading rule was made by Mr. Vojtush and seconded by Mr. Magistrelli. All were in favor; none were opposed. The motion was adopted. A motion for passage was made by Mr. Vojtush and seconded by Mr. Hipps. All were in favor; none were opposed. The Resolution was adopted.

**OLD BUSINESS; NEW BUSINESS; ANNOUNCEMENTS:** Council received the latest updated ordinance inserts. Mr. Hipps requested Council to authorize each Councilperson to have an iPad in lieu of relying on the ordinance books. Mr. Bryan stated there are different packages offered by American Legal Publishing. Ms. Potvin she will try to put the iPad’s in the budget for this year.

Mr. Vojtush asked next time anyone from Council is driving down Houghton Road to take a look at how wide it is. He would like outside lane lines painted on the road. Mr. Vojtush stated he has noticed on numerous occasions that people veer far to the right side of the concreted road because there are not any lines. He suggested after Council takes a look, that the Village check into painting outside lane lines. Mr. Wasosky stated that is not something that is ordinarily done on roads such as Houghton Road.

Mr. Vojtush mentioned he has been making phone calls to check into a few recent topics, one being the request for updated playground equipment. Mr. Vojtush sent pictures to Council about playground equipment that is up for bid from the Parma Schools from a school that is being closed. Parma has provided Mr. Vojtush with a great offer for the equipment. The Village would have to tear down the equipment and move it at its own expense. Mr. Hipps suggested if

the Village does in fact purchase the playground equipment, it could be painted. Mr. Vojtush stated he discussed the matter with Mr. Walters, and Mr. Walters, who is absent this evening, told Mr. Vojtush it sounds like something the Village should investigate.

Ms. Noack spoke on Chief Buss's behalf, who is absent as well this evening. The Fire Station Project architect can come to Village Hall before the next Regular Council Meeting on January 22, 2020 to review the plans. He would like Council to approve putting the project out to bid at the next Council Meeting. Ms. Noack and Mr. Magistrelli agreed that a 7 p.m. meeting would be sufficient for that purpose.

Ms. Noack made a motion that was seconded by Mr. Magistrelli to schedule a Fire & Safety Committee Meeting for Wednesday January 22, 2020 at 7:00 p.m. to meet with the Baker Bednar Snyder architects about the project and plans. All were in favor of the motion; none were opposed. The motion was approved.

**Executive Session, Mayor Nehez – None.**

**ADJOURNMENT:** A motion to adjourn was made by Ms. Domzalski and seconded by Ms. Noack. All were in favor; none were opposed. The Meeting was adjourned at 8:09 p.m.

Approved by Council.

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Jennifer Potvin, Clerk of Council